

GETTING STARTED WITH CAC PIN RESET (CPR)

The CAC Program Management Office will provide a CPR workstation for a period of 4 months to your site at no cost. Each site should designate a primary and alternate Trusted Agent Security Manager for CPR administration (these responsibilities are located in the CPR Business Policy Statement).

The CPR Project Officer processes the Trusted Agent Security Manager (TASM) registration and submits it to DMDC. TASM registration forms should be completed with supervisor (or designated authority) signatures and returned by fax or email. The CPR Trusted Agent (CTA) designated by the site (usually the TASM) is primarily responsible for CPR operation. CTA registration is performed over the CPR workstation by the TASM. The CTA registration forms (same three) should be completed and maintained by the TASM. TASMs are required to provide monthly audit reports to the CAC Program Management Office.

The CPR system is based on client/server architecture. The CPR workstation (WS) communicates with the CPR DEERS Service (DS) and the CPR Portal Service (PS) using Secure Socket Layer (SSL) Version 3, with an Open Platform Card Specification (OPSPEC) protocol providing a secure channel within SSL for connection to the user and customer's CAC. This protocol is used to establish a secure channel that provides confidentiality, and authentication and integrity.

Each designated workstation contains the software needed to run the CPR-WS application. The CPR-WS application provides authorized users with the physical interface to the CPR-DS and CPR-PS. In order to log on to the CPR application there must be no firewall obstructing communications and port 443 must be open. Local IT personnel are responsible for configuring your network connection.

Review the following information and complete the forms located on the CAC Program Management Office website at <http://pmo.cac.navy.mil>.

CPR Business Policy Statement

CPR SOP and User Guide

Complete these required forms

TASM Request/Revocation Form

CPR User Qualifications Affidavit

TASM & CTA Acknowledgement of Responsibilities Form

Site Return Policy Notice (will be supplied to Site once registration is complete)

Review the following training

CPR Training Presentation

Fax or email the completed forms to the attention of Christine Neidigh, CPR Project Officer, at 850-452-5123.

The CPR Project Officer completes TASM registration

CTA registration is completed by the TASM over CPR workstation

The CPR Project Officer provides workstations and setup instructions

Items shipped via FED EX

The new CPR site is notified by email of the workstation shipment.

If you FAX the registration forms please notify our office immediately by phone at 850 452-7715. Please contact our office if you need any clarification or assistance.